
Present	Lyndsay de Jonge, Chair Derek McKeever, Vice-chair Sheila Hamilton Teri Knight	James Miller, City Council Representative Debra Mikaelson Wes Nickels Sarah Sloan
Regrets:	David Folstad, past Chair	
Staff:	Heather Buzzell, Chief Librarian & Secretary to the Library Board Daniel Lerch, Systems Librarian Stephanie James, Public Services Librarian & Recording Secretary Julia Cox, Youth Services Librarian	
Guests:	Kelsey Johnson, Manager of Recreation, arts, and culture – City of Penticton	

Call to order: 7:00 pm

CONFLICT OF INTEREST

No board members declared a conflict of interest.

TERRITORIAL ACKNOWLEDGEMENT

We would like to acknowledge that the land on which we gather is the ancestral, traditional, and unceded territory of the Syilx People of the Okanagan Nation.

QUORUM ESTABLISHED

ITEMS FOR ADOPTION

1. Adoption of Agenda

Nickel /
McKeever
PPL2023-034

It was MOVED and SECONDED
THAT the Library Board approve the agenda for the 28 June 2023 regular meeting as presented.

Carried

2. Consent Agenda

- 2.1. Minutes of 24 May 2023 regular meeting
- 2.2. Financial Statements to May 2023 – unadjusted
- 2.3. Committee Meeting Minutes:
 - 2.3.1. Finance & Planning Committee
 - 2.3.2. Policy & Personnel Committee

Mikaelson /
Sloan
PPL2023-035

It was MOVED and SECONDED
THAT the Library Board approve the consent agenda for the 28 June 2023 as presented.

Carried

ITEMS PULLED FROM CONSENT AGENDA

No items pulled from the Consent Agenda for further discussion.

ITEMS FOR INFORMATION

Buzzell

3 Staff Reports
3.1. Chief Librarian's Report

Key points:

- Full staff capacity at the moment.
- New 'creative solutions – tech training sessions' service/program in development.
- New CO2 monitors available shortly for loan.
- Summer programming almost ready to go.
- Library Partners presented to the BC Select Standing Committee on Finance and Government Services requesting an increase in annual funding.

Buzzell also discussed the upcoming press announcement regarding the installation of the free period product dispensers installed at the Library and Recreation Centre.

ITEMS FOR DECISION

Buzzell

4 ERP contract award

Key points:

- Emergency response planning has been considered an essential part of business management for several years. However, staff lack the necessary expertise and capacity to complete this in a timely manner.
- Project will be built on in the future to include crisis communications.
- Project is fully funded by the Covid Relief and Recovery Grant.

Miller /
McKeever

PPL2023-036

It was MOVED and SECONDED

THAT the Library Board confirm the Finance & Planning Committee recommendation THAT the Penticton Public Library engage Red Dragon Consulting to complete an Emergency Response Plan for the Penticton Public Library.

AND

THAT the Library Board direct the Chief Librarian to close the library to the public for a day to facilitate staff training on the Emergency response plan in the autumn of 2023.

Carried

Sloan

5 Updated policy 20.00 Library Governance and Administration

Key points:

- Policy updated to reflect current practice and to remove redundancy.
- Clarification of financial role of the City vis a vis the Library.
- Combines Administration with Governance policy.

Further friendly amendments added.

Miller / Sloan It was MOVED and SECONDED
PPL2023-037 THAT the Library Board approve the amendments to Policy 20.00 Library Governance and Policy 30.00 Library Administration to create Policy 20.00 Library Governance and Administration.
Carried

Buzzell **6 FOIPPA Compliance**

Key points:

- The Library must be brought into compliance with the amended FOIPPA Act and Regulations.
- The Board is required to designate a Privacy Contact for the Library – this is usually the Chief Librarian.
- The Chief Librarian will work to ensure that the Library is in compliance with the FOIPPA regulations.

Mikaelsen / Nickel It was MOVED and SECONDED
PPL2023-038 THAT the Library Board designate the Chief Librarian as ‘head’ of the Penticton Public Library and the Privacy Contact for the Penticton Public Library.

AND

THAT the Library Board direct the Chief Librarian to develop privacy management program guidelines in compliance with the FOIPPA legislation and under advisement of Libraries Branch.

Carried

ITEMS FOR DISCUSSION

de Jonge **7 Roundtable: Have you been to the Library Lately? The Walrus. By Nicholas Hune-Brown**

The Library Board discussed the article and the local experience of staff at the Penticton Public Library.

OTHER BUSINESS

8 In camera

None.

9 Adjournment

Miller It was MOVED
PPL2023-039 THAT the 28 June 2023 regular meeting of the Library Board be adjourned at 7:54 pm.

Certified Correct:

Heather Buzzell, Chief Librarian

Lyndsey de Jonge, Chair